

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

HOUSING COMMISSION REGULAR MEETING AGENDA

Regular Meeting Date/Time: March 12, 2025 at 8:00 a.m.
Meeting Location: HACA Board Room
22941 Atherton Street Hayward, CA 94541-6633
Remote Participation Link: <https://us02web.zoom.us/j/88460095724>

MEETING AGENDA

- Item No. 1:** **Call to Order and Roll Call**
- Item No. 2:** **Public Hearing**
HACA's 5-Year Public Housing Agency (PHA) Plan for July 1, 2025 and June 30, 2029 Fiscal Years and Annual Plan for the July 1, 2025-June 30, 2026 Fiscal Year
- Item No. 3:** **Public Comment**
On matters not on the agenda
- Item No. 4:** **Approval of the Minutes of February 5, 2025 Special Meeting**
- Item No. 5:** **Executive Director's Report (Information Only)**
- Item No. 6:** **New Business**
- Item No.6-1:** Approve HACA's 5-Year Public Housing Agency (PHA) Plan for the July 1, 2025 and June 30, 2029 Fiscal Years and Annual Plan for the July 1, 2025-June 30, 2026 Fiscal Year
- Item No.6-2:** Adopt Resolution 01-25 Recognizing Michael Hannon for Outstanding Service on the Housing Commission
- Item No.6-3:** Adopt Resolution 02-25 Approving Updates to HACA's Conflict of Interest Code
- Item No.6-4:** Personnel Committee Appointment
- Item No.6-5:** Budget/Audit/Negotiations Appointment
- Item No.6-6:** Appoint a Scholarship Committee for the 2025 HACA Scholarships
- Item No.6-7:** Program Activity Report (Information Only)
- Item No.7:** **Communications (Information Only)**
- Item No.8:** **Commissioner Reports (Information Only)**
- Item No.9:** **Adjournment**

As a courtesy, and technology permitting, members of the public may continue to participate virtually by Zoom. However, HACA does not guarantee that the public's access to teleconferencing or videoconferencing technology will be uninterrupted, and technical difficulties may occur from time to time. Should Zoom not be available, or become non-functioning, or should the Housing Commission otherwise encounter technical difficulties that make Zoom unavailable, the Housing Commission will proceed with business in person unless otherwise prohibited by law. In-person attendees who wish to speak on a matter should request a speaker slip from the Housing Commission Clerk, fill it out and return it to the clerk before the start of the meeting. Remote attendees should submit their written comment(s) to: melissat@haca.net. If emailing a written comment on a specific agenda item, please include your full name and the agenda item number. In-person and remote attendees who wish to comment on a matter NOT on the Housing Commission's agenda must wait until the Chairperson calls for PUBLIC COMMENT. Comments on specific agenda items will not take place until the Chairperson calls for public comments on that agenda item. There is a time limit of 3 minutes for each public speaker. The Chairperson has the discretion to further limit this time if warranted by the number of public speakers. The Brown Act restricts the Housing Commission from discussing and/or acting on any matters that are not on the meeting agenda. Therefore, matters not on the agenda that are raised during public comment will be referred to staff.

PUBLIC HEARING

March 12, 2025

**HACA's 5-Year Public Housing Agency (PHA) Plan for July 1, 2025 and June 30, 2029 Fiscal Years
and Annual Plan for the July 1, 2025-June 30, 2026 Fiscal Year**

HOUSING COMMISSION
MEETING MINUTES
February 5, 2025

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
HOUSING COMMISSION SPECIAL MEETING
SUMMARY ACTION MINUTES**

Special Meeting Date and Time: February 5, 2025 at 8:00 a.m.

Meeting Location: HACA Board Room
22941 Atherton Street, Hayward, CA 94541-6633

Remote Participation Link: <https://us02web.zoom.us/j/88460095724>

MEETING AGENDA

Item No. 1: Call to order and Roll Call

Chairperson McCorrison called the meeting to order at 8:02 a.m.

Commissioners present in the HACA Board Room:

Commissioner Pete Ballew
Commissioner Seema Chawla
Commissioner Mark Gerry
Commissioner Daniel Goldstein (Vice Chairperson)
Commissioner Helen Mayfield
Commissioner Michael McCorrison (Chairperson)
Commissioner Peggy McQuaid
Commissioner Scott Sakakihara
Commissioner Yang Shao

Commissioners participating via Zoom:

Commissioner Angela Finley

Commissioners who were excused:

Commissioner Michael Hannon

Commissioners who were absent:

Commissioner Courtney Welch

Chairperson McCorrison announced that Commissioner Finley is participating in the meeting remotely due to illness, under the “just cause” provisions of AB2449. He asked her to confirm that her audio and video are working and to disclose if any individuals over the age of 18 are in the room with her. She stated the audio and video were working and that no one was in the room with her.

Item No. 2: Public Hearing: Regional Analysis of Impediments to Fair Housing (AI)

Chairperson McCorriston opened a public hearing to accept comments on the proposed Regional Analysis of Impediments to Fair Housing (AI). He opened the public hearing at 8:03 a.m.

Public Hearing Comments

Michai F., a Systems Change Advocate with the Center or Independent Living (CIL) and member of the public commented on the draft AI. She stated that it would be helpful if the AI was made readily available to the public. She also commented on the need for truly affordable housing and that is she is looking forward to the analysis.

Charles C., a program participant and member of the public, did not wish to submit a comment but requested a copy of the AI and it was provided to him.

There being no further comments from the public, Chairperson McCorriston closed the public hearing at 8:05 a.m.

Item No. 3: Public Comment - On Matters Not on the Agenda

None.

Item No. 4: Approve the Minutes of the December 11, 2024 Regular Meeting

Melissa Taesali, Executive Assistant, noted for the record that Commissioner Ballew's name was inadvertently omitted from the roll call and stated that he was present at the meeting.

The report was received with no questions or comments from the Housing Commission.

Recommendation:

Approve the minutes of the December 11, 2024 Regular meeting.

Motion and Second:

Commissioners McQuaid (motion) and Commissioner Mayfield (second).

Upon a roll call of the votes being taken, the votes were:

Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Mayfield, McCorriston, McQuaid, and Sakakihara.

Abstain: Commissioner Chawla.

Motion passed. **APPROVED AS RECOMMENDED.**

Item No.5: Executive Director’s Report (Information Only)

Laura Broussard Rosen, Executive Director, presented her report. Ms. Broussard Rosen updated the Housing Commission on the status of the ongoing management recruitments. She announced that HACA has hired a new Housing Programs Manager and introduced Julie Christiansen. Ms. Broussard Rosen reported that the job offer for the Procurement and Purchasing Manager position did not work out and that HACA has initiated a new recruitment for the position. She also indicated that the recruitments for the Deputy Executive Director and Administrative Analyst I positions are in process.

Ms. Broussard Rosen was going to report on the Family Self-Sufficiency (FSS) Program’s *It’s Your Time to Shine* event but indicated that Daniel Taylor, Special Programs Manager, will provide details on that event later in the meeting when the Programs Activity Report is presented.

Commission Discussion:

Chairperson McCorriston welcomed Ms. Christiansen and invited her to say a few words. Ms. Christiansen commented that she is excited to be at HACA and talked about some of the work that she is looking forward to doing in HACA’s Housing Programs department.

Commissioner Mayfield commented that she attended the Family Self-Sufficiency (FSS) Program *It’s Your Time to Shine* event and was very excited about all the accomplishments of the program participants including some who became homeowners and others who are pursuing their education. She stated that she’d like to hear more about the event from Mr. Taylor and commented that it is important that the FSS Program gets more exposure because of the important work that they do.

Item No.6 New Business

Item No.6-1: Adopt Regional Analysis of Impediments to Fair Housing

Jennifer Cado, Senior Administrative Analyst, presented the staff report. Ms. Cado described requirements under the U.S. Department of Housing and Urban Development’s (HUD) Affirmatively Furthering Fair Housing (AFFH) rule and described the proposed Regional Analysis of Impediments to Fair Housing (AI). She talked about the collaboration between the multiple cities and agencies in Alameda County to assess and identify barriers to fair housing in their communities and to address them. Ms. Cado summarized the goals of the AI and HACA’s specific actions to meet those goals. She also described the outreach various efforts to allow stakeholders the opportunity to provide input in the plan. She noted that in addition to these efforts, HACA published a public notice and posted information on HACA’s website with specific information about the public review period for the proposed AI. Ms. Cado reported that HACA’s Resident Advisory Board (RAB) was able to provide feedback on the AI and shared the RAB’s feedback, adding that no elements of the AI were challenged by the RAB. Ms. Cado recommended that the Housing Commission approve the draft AI, including any non-substantive revisions that are made by the participating jurisdictions and authorize the Executive Director to execute it on behalf of HACA.

Recommendation:

Adopt the Regional Analysis of Impediments to Fair Housing and authorize the Executive Director to execute it on behalf of HACA.

Commission Discussion:

Commissioner Ballew asked if HUD requires periodic reports on fair housing goals. Ms. Cado clarified that the regional fair housing goals are folded into HACA's broader agency goals that are reported in the PHA Plan.

Commissioner Mayfield and Chairperson McCorriston discussed the process for approving this item. Commissioner Mayfield indicated that she didn't see documentation in the agenda packet related to the approval of the AI. Chairperson McCorriston stated that this is an actionable item and that votes will be taken for approval following the Housing Commission's discussion.

Vice Chairperson Goldstein thanked staff for the report. Vice Chairperson Goldstein and Ms. Cado discussed the need for the coordination of benefits. Vice Chairperson Goldstein commented that there are many individuals in the communities that need housing who can't get help because they are not in a program that provides coordinated benefits and that this needs to change. He shared some examples of this and expressed his desire to find out what needs to be done to provide coordinated benefits for people who are not necessarily in a HUD program. Vice Chairperson Goldstein emphasized the importance of raising this issue with partner agencies. He stated that the ultimate goal is to help people climb out of homelessness. Commissioner McQuaid agreed and talked about the need for better coordination for all who are experiencing homelessness and not just those individuals who are in a program. Commissioner Finley shared that she works very closely with individuals who are experiencing homelessness and knows firsthand of the critical need for advocates who can connect these individuals to valuable resources.

Commissioner Finley and Ms. Cado discussed the RAB. Commissioner Finley commented that it would be helpful if there were more details on the feedback and comments from the RAB. Ms. Broussard Rosen indicated staff could provide more detailed meeting minutes from the RAB meetings for future reports. Commissioner McQuaid noted that the feedback from the RAB information was included in the staff report. Commissioner Mayfield commented that documentation is important and emphasized the importance of documenting staff responses, feedback from commissioners, and the follow-up to requests made by commissioners. Commissioner Shao noted that the meeting minutes are included in every agenda packet and provide a summary of the discussions that took place as well as the actions taken by the Housing Commission in a meeting. He added that detailed record of the meeting is available through the audio recordings. Commissioner Mayfield remarked that the intent is not to create double work for staff but to ensure that staff is following up and/or addressing the various requests that are made in these discussions.

Public Comment

Michai F. commented that this topic is very important and expressed appreciation for the various comments and the discussion. She indicated that CIL has low-income students that need truly affordable housing. Michai also commented that discrimination, equity, housing and the coordination of benefits are important issues that need to be addressed so that coordinators can better assist not only individuals who are homeless but those who are at risk of becoming homeless.

Ms. Cado thanked the public and the Housing Commission for their comments and indicated that she will provide this feedback on the AI to Alameda County.

Motion and Second:

Commissioner Goldstein (motion) and Commissioner Shao (second).

Upon a roll call of the votes being taken, the votes were:

Ayes: Commissioners Ballew, Chawla, Finley, Gerry, Goldstein, Mayfield, McCorriston, McQuaid, Sakakihara,

Motion passed. **APPROVED AS RECOMMENDED.**

Item No.6-2: Presentation: Recognition of HACA's Years of Service Award Recipients

Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen reported that HACA held a year-end celebration luncheon on December 13 and that employees who reached years of service milestones at HACA were honored at this event. She read the names of each employee who received an award and announced the number of years that they've been with HACA. Employees who were present at the meeting were applauded by staff and the commissioners.

Commission Discussion:

Chairperson McCorriston congratulated the awardees and expressed appreciation for their service and commitment to HACA. Vice Chairperson Goldstein emphasized how valuable and important the work is that these employees do at HACA. He expressed his heartfelt appreciation for their dedication to fulfilling HACA's mission. Commissioner Shao expressed his appreciation and stated that their dedication to providing these important services to the community is admirable. Commissioner Mayfield commented that she has had the pleasure and opportunity to work with Mary Sturges, FSS Coordinator, for the past 8 years and expressed her appreciation for her work and the work of the other FSS Coordinators.

Item No.6-3: Summary of Waitlist Opening Results (Information Only)

Jennifer Cado presented the staff report. Ms. Cado reported on the results from the waitlist opening for HACA's Housing Choice Voucher (HCV) Program and the 3- and 4-bedroom project-based voucher (PBV) units in Emeryville and Union City. She reported that the opening was held from April 2-5, 2024 and on May 6, 2024. Ms. Cado described the application process as well as the outreach efforts and talked about the application centers that were available to applicants for assistance with internet access, interpretation and completing the application. Ms. Cado outlined the application statistics, summarized the number of applications received, and talked about the key findings from the opening. She noted that there was an error in one of the data tables and

provided clarification to correct this information in the report. She indicated that this is an informational item only and that no action from the Housing Commission is required.

Commission Discussion:

Commissioner Finley and Ms. Cado discussed options that were available to applicants who applied but did not have an address to enter into the application.

Commissioner Gerry and Ms. Broussard Rosen discussed the outreach for the waitlist opening. Commissioner Gerry expressed concern that he may have missed the communication about this opening. Ms. Broussard Rosen clarified that the information in this particular report is not tied to a new waitlist opening but to the opening that was held in April and May 2024.

Commissioner Sakakihara asked for further clarification on the data in the report regarding veterans. Ms. Cado clarified what the error was in the data table and at the request of Chairperson McCorriston, recited the corrected numbers for the Housing Commission. She stated that the HCV Wait list had 64 veterans or 1% and 4,936 non-veterans or 99%; the ELI units had 18 veterans or 1% and 1,600 non-veterans or 99%; and the VLI units had 26 veterans or 1% and 2,298 non-veterans or 99%.

Commissioner Shao asked if this is any indication that there are enough vouchers for housing for veterans in HACA's jurisdiction. Ms. Cado commented that anecdotal evidence suggests that these vouchers have helped to make somewhat of a dent but there is still a great need for affordable housing for veterans. Commissioner Shao asked if most of the applicants are from Oakland and other cities outside of HACA's jurisdiction. Ms. Cado indicated that there were applicants from cities outside of HACA's jurisdiction but that this is not unusual. She further stated that people who applied for HACA's waitlist could also apply with other housing authorities for their waitlist openings. Ms. Cado noted that HACA does not give a preference to applicants who live within HACA's jurisdiction and that if a HACA voucher is granted to an individual or family, they must use that voucher within HACA's jurisdiction.

Item No.6-4: Overview of New California Legislation: AB653 and SB1357 (Information Only)

Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen reported that there are 2 newly enacted bills that contain additional reporting requirements for housing authorities in California. She described SB 1357, introduced by Senator Aisha Wahab, that is specific to HACA. Ms. Broussard Rosen explained SB1357 requires that HACA improve its website accessibility and publish an annual report detailing program data. She also described AB 653, which requires annual reports on voucher lease-up success and related metrics. Ms. Broussard Rosen indicated that concerns have been raised about the redundancy of these reporting requirements since much of the information is already reported to HUD. She indicated that HACA will continue to work on the reporting requirements to ensure compliance with the newly enacted legislation.

Commission Discussion:

Commissioner Goldstein and Ms. Broussard Rosen discussed the accessibility features that are available in addition to the language features on the website. Commissioner Goldstein commented that the information HACA provides on the website would be valuable to a lot of people who would find the information very helpful and commented that the navigability of

HACA's website could be improved. He stated that he hoped that staff could factor this need into the budget process moving forward to allow for a robust overview and overhaul of the website. He asked that staff report back on this at a future meeting. Ms. Broussard Rosen stated that when the annual report comes around staff will present the information to the Housing Commission and update the Housing Commission as HACA reaches those other milestones. She also indicated that once HACA is in a position where they can reorganize the website, staff will report back to the Housing Commission.

Commissioner Shao pointed out that Senator Wahab prefers to be called Senator Dr. Wahab. He also commented that he categorically opposes such overreaching legislation since the data is already being reported to HUD. He further commented that asking HACA to duplicate these efforts does not benefit the public.

Chairperson McCorriston expressed appreciation for the comments and feedback. He recommended that staff look at the website, evaluate how useful the information that HACA is providing, and look at ways to improve how HACA provides helpful information to those who really need it.

Commissioner Chawla asked if HACA was given the opportunity to discuss the legislation in SB1357 and the reasoning behind it with Senator Dr. Wahab before it went through the approval process. Ms. Broussard Rosen stated that HACA was not aware of this legislation until after the fact but when she learned of the bill, she attempted to engage the Senator's office and work through some of the components of the bill. Ms. Broussard Rosen commented that there is a need for transparency and that staff has to balance that need with the administrative burden of duplicative reporting since HACA is already reporting some of this information to HUD.

Item No.6-7: Quarterly Budget Status Report for the Quarter Ended December 31, 2024 (Information Only)

Mansoorali Hudda, Finance Director, presented the staff report. Mr. Hudda summarized HACA's revenues and expenses for the HCV Program, HACA's Housing Development Fund (HDF), and Preserving Alameda County Housing, Inc. (PACH) for the quarter that ended on December 31, 2025. He indicated that HACA is projecting a shortfall in the HCV Program for 2025 and that staff has engaged the HUD shortfall team to work through it. Mr. Hudda indicated that this is not unique to HACA and that housing authorities across the nation are in a similar shortfall situation due to recent funding offsets implemented by HUD. He stated that staff will continue to update the Housing Commission on this issue.

Commission Discussion:

Vice Chairperson Goldstein and Mr. Hudda discussed the recent executive order to pause federal funding for various programs. Vice Chairperson Goldstein commented that although the order was rescinded, the situation has shed light on some serious concerns about the disbursement and availability of the funding from HUD. Mr. Hudda indicated that HUD funds HACA on the first of the month and that HACA has no flexibility nor the ability to pay the Housing Assistance Payments (HAP) to the landlords if HUD does not fund the HAP on time. Commissioner Goldstein commented that he and the other elected officials on the Housing Commission bear a responsibility to ensure that illegal executive orders are not impacting their constituents. He

clarified that he is not advocating violence but encouraged commissioners to use their persuasion and rule of law to make sure they do the right and honorable thing for their constituents.

Chairperson McCorriston, Commissioner Mayfield and Mr. Hudda discussed the process for the mailing of the HAP payments. Commissioner Mayfield expressed strong concerns that any delays in the funding from HUD could leave tenants and HACA in limbo. Mr. Hudda talked about the recent executive order to pause federal funding and how this scenario could impact HACA's ability to fulfill these HAP payments to the landlords. He noted that there has not been an instance of HUD not following their disbursement schedule to date. Chairperson McCorriston stated that there are many uncertainties. Commissioner McQuaid recommended that staff work together with other housing authorities and reach out to representatives and other federal legislators about these issues. Ms. Broussard Rosen commented that HACA will ensure they communicate with all stakeholders should there ever be a delay in the HAP payments and stated that HACA had such a plan to do so when this executive order was issued. Chairperson McCorriston and Mr. Hudda discussed HACA's reserves and ability to fund the HAP should there be a delay in funding from HUD. Commissioner Ballew commented that the close communication from HUD during the process of this executive order provides some reassurance that HACA will have some notification for any issues with the funding.

Commissioner Mayfield stated that she depends on this funding for her rent payments so the uncertainty is very concerning and places her in a very uncomfortable situation. She commented that she expects HACA to have some type of emergency plan in place. Mr. Hudda stated that under normal business circumstances, there are no issues with the HAP payments so long as the funds are disbursed by HUD per their disbursement schedule. Mr. Hudda indicated that staff could report back at a future meeting what the process is and any backup plans.

Commissioner Finley commented that it is important to build relationships with landlords to help foster communication in hopes that landlords would be understanding, since HACA has no control over the funding, and would be willing to wait.

Commissioner Chawla commented that it is also important to be aware of the needs of the landlords since they too rely on these HAP payments. Commissioner Goldstein commented that because the housing costs are already so high that anything that upsets the delicate balance is problematic.

Item No.6-6: Quarterly Investment Portfolio Report for the Quarter Ended December 31, 2024 (Information Only)

Mansoorali Hudda presented the staff report. Report received with no questions or comments from the Housing Commission.

Item No.6-7: Program Activity Report (Information Only)

Daniel Taylor, Special Programs Manager, presented the staff report. Mr. Taylor reported on the Family Self-Sufficiency Program's *It's Your Time to Shine* event that was held on January 25. He also highlighted the 2024 outcomes for the FSS Program.

Commission Discussion:

Ms. McQuaid asked staff to look into ways to engage more men to join the FSS Program. She stated that it was a great event and thanked staff for their work. Vice Chairperson Goldstein commented that this is a very inspiring event and appreciates that staff hosts this event this year. He stated that this event is an opportunity to celebrate those who are improving their lives to the point where they are no longer dependent on assistance. He further commented that it is an important event because it dispels the pervasive and ignorant attitude that people who receive government assistance are not doing anything with their lives. Commissioner Mayfield suggested that staff look at ways to promote this program and the important work that they do.

Item No.7: Communications (Information Only)

None.

Item No.8: Commissioner Reports (Information Only)

Vice Chairperson Goldstein reported that the City of Hayward passed a program related to housing and that the commission can reach out to him for more information about the report is now available.

Item No.9: Adjournment

There being no further business to discuss, Chairperson McCorrison adjourned the meeting at 10:05 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant/Housing Commission Clerk

EXECUTIVE DIRECTOR'S
REPORT
March 12, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

EXECUTIVE DIRECTOR'S REPORT

Meeting Date: March 12, 2025

HACA Management Position Recruitments

HACA continues to work with CPS HR Consulting to conduct recruitments for key management positions. HACA is planning for final interviews with top candidates for Deputy Executive Director and has now completed the first round of interviews for the Administrative Analyst position. The application deadline for the Procurement & Purchasing Manager position has now closed, and HACA is planning for candidate selection for first round interviews.

HCV Program Funding Shortfall Update

As detailed in the quarterly budget report presented at the February meeting, HACA is preparing for a shortfall in HCV Housing Assistance Payment (HAP) funding for calendar year 2025. HACA is now working directly with HUD and has an initial meeting with the HUD Shortfall team in early April. HACA will also work with HUD on any additional funding adjustments that may occur when the federal budget is finalized.

NEW BUSINESS

March 12, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-1: Approve HACA's 5-Year Public Housing Agency (PHA) Plan for the July 1, 2025 and June 30, 2029 Fiscal Years and Annual Plan for the July 1, 2025-June 30, 2026 Fiscal Year

Exhibits Attached:

- Minutes of the January 25, 2025, February 1, 2025, and February 6, 2025, Resident Advisory (RAB) Meetings
- Attachment A: HACA's 5-Year PHA Plan for Fiscal Years 2025-2029
- Attachment B: HACA's Annual Plan for Fiscal Year 2025-2026

Recommendation: Approve Plan and Authorize Staff to Submit Plan to HUD

BACKGROUND

HUD requires that every Public Housing Authority (PHA) prepare and submit PHA Plans. The PHA Plan is a guide to the housing authority's policies, programs, operations, and strategies for meeting local housing needs and goals for the upcoming fiscal year. Housing authorities initially submit a 5-Year PHA Plan, followed by subsequent Annual PHA Plans until the next 5-Year Plan is due to HUD.

HACA's Annual Plan for fiscal year July 1, 2025 – June 30, 2026, and 5-Year Plan for fiscal years July 1, 2025 – June 30, 2029, are due to HUD by April 17, 2025. The Commission's practice has been to hold the required public hearing in March and provide staff with comments. Staff may return with the final Plans at the April Commission meeting if further revisions are needed. HUD has 75 days to approve the Plans, after which HACA will make them available to the public.

DISCUSSION AND ANALYSIS

Staff has prepared HACA's Plans using HUD's streamlined *5-Year PHA Plan* and *Streamlined Annual PHA Plan* templates as HACA is classified by HUD as an HCV-only PHA. This year's Plans largely describe new activities and updates to HACA's Project-Based Voucher Program accomplishments, HACA's progress in meeting its goals since the last 5-Year Plan submission, and a set of new goals for the next 5 years. Both Plans include the following four elements:

- A. PHA Information: Provides basic PHA information
- B. Plan Elements:
 - a. For the 5-Year Plan, this includes HACA’s mission statement, goals and objectives, status report on the progress in meeting the goals and objectives in the previous 5-year Plan, and Violence Against Women Act (VAWA) goals.
 - b. For the Annual Plan, this includes information on any Plan elements that have been revised since the last Annual Plan submission and describes progress in meeting the goals and objectives in the previous 5-Year PHA Plan.
- C. Other Documentation and/or Certification Requirements:
 - a. Includes Resident Advisory Board (RAB) comments, Certifications, and information on any elements of the plan that were challenged.
- D. Affirmatively Furthering Fair Housing: This section is not currently required.

As required by HUD, HACA met with the Resident Advisory Board (RAB members on January 25, 2025, February 1, 2025, and February 6, 2025 to review the 5-Year and Annual Plans and provide an opportunity for the RAB to submit any comments on the plans. No comments affecting elements of the Plan were made at the RAB meetings. A summary of the meetings is included for your information.

Should the Commission receive public comments at the public hearing that require revisions to the Annual Plan, staff will present a final version of the Plan for the Commission’s approval at the April meeting. If no such comments are received at the hearing and the Commission approves the Plan at the March 12, 2025 meeting, staff will proceed with submitting the Plans to HUD on or before the April 17 due date.

**Housing Authority of the County of Alameda (HACA)
Resident Advisory Board (RAB) Meeting
January 25, 2025, February 1, 2025, and February 6, 2025
HACA 5-Year Plan for Fiscal Year 2025 – 2029 and Annual Plan for Fiscal Year 2025-2026**

Summary

Resident Advisory Board Members Present:	Date Present:
Maya Nelson	January 25, 2025
Ilahna Johnson-Aziz	February 1, 2025
Tammie Perry	February 6, 2025
Paris Davis	February 6, 2025
Staff Present:	
Jennifer Cado, Senior Administrative Analyst	All Dates

The RAB met by video/telephone conference call on Saturday January 25, 2025, Saturday February 1, 2025, and Thursday February 6, 2025. Jennifer Cado described the requirements for the Annual Plan (Plan) and the process that HACA follows in developing the Plan, namely:

- staff development of the Plan;
- review of the Plan with the RAB for information and comments;
- submission of the Plan to the HACA Housing Commission at its March meeting along with a description of any challenges to any elements of the Plan from the RAB and staff responses to the challenges;
- conduct of a public hearing by the Housing Commission to accept comments about the Plan;
- approval of the Plan by the HACA Housing Commission; and
- submission of the Plan approved by the Housing Commission to HUD.

RAB members were emailed the draft Plan prior to the meetings. All emails were delivered to their intended recipients. RAB members were also offered additional meeting times if the meeting times were inconvenient. RAB members received reminder emails and reminder calls leading up to the meetings.

Annual PHA Plan Review

Ms. Cado explained that this year’s Plan largely describes new activities and funding received throughout the year, and HACA’s progress in meeting its goals since the last 5-Year Plan submission. Ms. Cado presented the Plan in its entirety, including:

- Section A.1. Availability of Information
- Section B.1. Revisions of PHA Plan Elements
- Section B.3. Progress Report

5-Year PHA Plan Review

Ms. Cado explained that this 5-Year Plan largely describes new activities, funding received over the period of the previous 5-Year Plan, updates to HACA's Project-Based Voucher Program accomplishments, and HACA's progress in meeting its goals since the last 5-Year Plan submission. It also sets new goals for the period of July 1, 2025 – June 30, 2029. Ms. Cado presented the Plan in its entirety, including:

- Section B.1. Mission
- Section B.2. Goals and Objectives for the period of July 1, 2025 – June 30, 2029
- Section B.3. Progress Report
- Section B.4. Violence Against Women Act (VAWA) Goals

RAB Questions and Comments

Ms. Cado asked if RAB members had any questions and requested input regarding the Plans from the RAB members present. Maya Nelson stated that both Plans were clearly laid out and demonstrated that HACA's goals have moved forward from the previous periods.

Ilahna Johnson-Aziz stated that the Plans were very informative and that they like that HACA operates additional programs like Homeownership, Mainstream, and Project-Based Voucher programs. They also like the fair housing element of the Plans and understand why HACA has the goals it has set.

Ilahna Johnson-Aziz stated that the Homeownership program should allow participants to purchase a duplex or four-plex so that they could make money from the additional units in order to become more self-sufficient. Ms. Cado explained that HUD regulations at 24 CFR 982.628 state that in order for a unit to be eligible for the homeownership program, the unit must be a one-unit property or a single dwelling unit in a cooperative or condominium.

Ilahna Johnson-Aziz said it would be nice if HUD offered a grant program for low-income landlords to help with repairs to their assisted units. Ms. Cado explained that there are some programs already in place through other agencies and utility companies for this purpose.

Ilahna Johnson-Aziz stated that all County agencies, including HACA, should create participant internships within their programs so that participants can learn more about the programs they are participating in.

Paris Davis liked that HACA adopted Analysis of Impediments Goal 1, Actions 1B and 1C, and Goal 2, Action 2B to work to provide interested persons with more resources about fair housing and to connect participants at risk of eviction or displacement with services to stabilize housing.

Paris Davis asked what happens when a participant family experiences zero income after previously having had income. Ms. Cado explained that participants can request an interim reexamination and that HACA will decrease the tenant's portion of rent, if the decrease of income is verified and meets the requirements for an interim decrease in rent portion.

Paris Davis stated that HACA staff should provide referrals for rental assistance during the period participants are waiting for an interim decrease to be processed.

Tammie Perry asked why HACA conducts annual reexaminations of income when other housing authorities conduct them every two years or every three years. Ms. Cado explained that housing authorities may adopt different schedules and that HACA has chosen to conduct reexaminations annually because there are still annual requirements that require HACA to contact the family annually.

Tammie Perry requested contact information for the Hayward Housing Authority because she received correspondence from them and asked if HACA was affiliated with the Hayward Housing Authority. Ms. Cado explained that the correspondence they received was actually from the City of Hayward and that each agency operates different programs. Ms. Cado emailed them a link to a contact page and information regarding the City of Hayward ordinance that was mentioned in the correspondence.

Tammie Perry requested information about HACA's Homeownership program. Ms. Cado emailed them the contact information of the HACA staff who could provide that information.

At the close of the meetings, Ms. Cado thanked the participants for their continued participation in HACA's RAB and offered to accept additional comments, recommendations and questions about the Plans through the end of the comment period via email, phone or an additional meeting. Ms. Cado sent a follow-up email to the participants again thanking them for their participation in HACA's RAB. No elements of the Plans were challenged either during the meetings or by telephone or email.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-2: Adopt Resolution No. 01-25 Recognizing Michael Hannon for Outstanding Service on the Housing Commission

Exhibits Attached: Resolution No. 01-25

Recommendation: Adopt Resolution No. 01-25

DISCUSSION

Michael (Mike) Hannon began his service on the Housing Commission in 2015 and has served continuously as a Housing Commissioner representing the City of Newark. Throughout his service on the Housing Commission, Mike provided meaningful guidance and support to staff on many issues and challenges. In his role as a Housing Commissioner, Mike was actively engaged in the matters that were brought forward to the Housing Commission, and he demonstrated a sincere interest in HACA's clients, operations, and goals.

Mike's work on the Housing Commission included serving two terms as the Housing Commission Chair as well as chair of both the Personnel and Budget/Audit/Negotiations committees. He was instrumental in the recruitment and appointment of HACA's former Executive Director, Kurt Wiest, and the current Executive Director, Laura Broussard Rosen. Mike also provided valuable support and guidance to staff during several rounds of labor contract negotiations with SEIU Local 1021.

In addition to his work on the Housing Commission, Mike was a strong supporter of HACA's Family Self-Sufficiency (FSS) Program. Each month, he would generously donate his Housing Commission meeting stipends to the FSS Program to help with the *It's Your Time to Shine* celebration and the holiday *Giving Connection* festivities.

Mike's term on the Housing Commission ended in February. His insightful observations, heartfelt concern, and dedication to HACA's clients and staff are truly appreciated and will be greatly missed by staff and the Housing Commission. In honor of his service on the Housing Commission, HACA will be making a donation in Mike's name to an organization of his choosing.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 01-25

**RECOGNIZING MICHAEL HANNON FOR OUTSTANDING SERVICE
ON THE HOUSING COMMISSION OF THE
HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

WHEREAS, the Housing Authority of the County of Alameda (“HACA”) administers a number of programs that provide rental housing assistance and other related services to very low-income households including families, seniors, persons with disabilities and veterans; and

WHEREAS, in 2015, the Alameda County Board of Supervisors approved the appointment of Michael Hannon to the HACA Housing Commission; and

WHEREAS, as a member of the Housing Commission, Michael Hannon’s insightful observations, guidance, and thoughtful recommendations demonstrated his heartfelt and sincere interest in HACA’s programs, goals and operations; and

WHEREAS, Michael Hannon participated in the Housing Commission meetings, Personnel Committee, and Budget/Audit/Negotiations Committee with an unwavering commitment, willingness and ability to understand and respond to the needs of the public and staff; and

WHEREAS, Michael Hannon has served with distinction as a Housing Commissioner for over 9 years and will be greatly missed by the Commissioners and staff of HACA.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Commissioners and staff of the Housing Authority of the County of Alameda honor recognize Michael Hannon for his years of outstanding and dedicated service on the Housing Commission.

PASSED, APPROVED, AND ADOPTED, by the Housing Commissioners of the Housing Authority of the County of Alameda on this 12th day of March 2025 by the following vote:

AYES:

NOES:

EXCUSED:

ABSTAIN:

ABSENT:

Attest:

Michael McCorriston
Housing Commission Chairperson

Laura Broussard Rosen
Executive Director/Housing Commission Secretary

Adopted: March 12, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-3: Adopt Resolution No. 02-25 Approving Updates to HACA’s Conflict of Interest Code

Exhibits Attached: - Redline Updates to HACA’s Conflict of Interest Code
- Resolution No. 02-25

Recommendation: Adopt Resolution No. 02-25 approving updates to HACA’s Conflict of Interest Code

BACKGROUND

The Political Reform Act, Government Code §87300, requires each public agency in California to adopt a Conflict of Interest Code. HACA has recently reviewed its Conflict of Interest Code and determined that updates are needed.

DISCUSSION AND ANALYSIS

Within HACA’s Conflict of Interest Code is the List of Designated Employees which identifies the HACA employees who are required to disclose certain economic interests. Since the last review of HACA’s Conflict of Interest Code, there have been updates to certain HACA job classifications and titles.

Staff is proposing to amend HACA’s Code to make the necessary updates to the List of Designated employees. The redlined version of HACA’s Code follows this agenda statement. Staff recommends that your Commission adopt Resolution No. 02-25 approving the proposed updates to HACA’s Conflict of Interest Code.

Upon approval by the Housing Commission, HACA will submit the updated Code to the Alameda County Board of Supervisors for their final approval. The revised Code does not become effective until approved by the Alameda County Board of Supervisors.



**CONFLICT OF INTEREST CODE
FOR THE
HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

~~Revised: February 14, 2024 – Resolution No. 02-24~~

Revised: March 12, 2025 – Resolution No. 02-25

The Political Reform Act (Government Code §81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730), which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's Code. After public notice it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix "A" designating employees, establishing disclosure categories, and identifying officials and employees required to file disclosure statements pursuant to Gov. Code Section 87200, shall constitute the Conflict of Interest Code of the Housing Authority of the County of Alameda ("HACA").

Designated employees and officers and employees filing statements pursuant to Gov. Code Section 87200 shall file their statements with the Executive Assistant to the Executive Director of HACA who will retain said statements, or copies thereof, and make them available for public inspection and reproduction. (Gov. Code Section 81008).

Officials who Manage Public Investments:

It has been determined that the positions listed below manage investments and will file a statement of economic interests pursuant to Government Code Section 87200:

Accountant
Executive Director
Deputy Executive Director
Finance Director
Financial Accounting Manager
Housing Commissioner

Disclosure Categories

Designated employees must disclose:

- I. **Rental Property**
Any interest in real property within the County of Alameda used as or for residential rental.
- II. **Other Real Property**
Any interest in real property which could be sold or used for residential development within the County of Alameda County
- III. **Business Entities and Sources of Income That May Provide Goods and Services to HACA**
Investments and business positions in business entities and sources of income which are of the type which contract with HACA to supply goods, services, materials, supplies or leased space. Such entities may include, but are not limited to, construction contractors, architects and architectural firms, and business entities which provide legal, brokerage, financing, insurance, property management, investment services or materials and supplies.
- IV. **Business Entities and Sources of Income That Engage in Land & Real Estate Development**
Investments and business positions in business entities and sources of income which engage in land development, construction, acquisition and/or sale of real property for development of residential rental housing.
- V. ***Consultants:**
Consultants shall be included in the list of designated employees and shall disclose economic interests pursuant to the broadest disclosure category in the Code subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a "Designated Employee," has been employed to perform a range of duties which are limited in scope, and thus shall not be required fully to comply with disclosure requirements described in this Appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination shall be a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

APPENDIX "A"
CONFLICT OF INTEREST CODE FOR THE
HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

Designated Employees	Disclosure Categories
Accountant	ALL
Administrative Analyst I/II	ALL
*Consultants	ALL
Deputy Executive Director	ALL
Eligibility Services Leadworker	I, III
Executive Assistant	ALL
Executive Director	ALL
Family Self-Sufficiency Leadworker	I, III
Financial Accounting Manager	ALL
Finance Director	ALL
Housing Commissioner	ALL
Housing Inspector	I, III
Housing Specialist	I, III
Human Resources Manager	ALL
<u>ADD JOB CLASSIFICATION: Human Resources Analyst</u>	<u>ALL</u>
Information Technology Manager	ALL
Leasing Services Leadworker	I, III
Facilities Manager	ALL
<u>UPDATE TITLE: Procurement & Purchasing Manager</u>	ALL
Housing Programs Manager	ALL
Property Management Administrator	ALL
Property Management Assistant	I, II
Special Programs Manager	ALL
Senior Administrative Analyst	ALL

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 02-25

**APPROVING UPDATES TO CONFLICT OF INTEREST CODE FOR THE
HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

WHEREAS, the Political Reform Act (Government Code §81000 et seq.) requires public agencies in California to adopt a Conflict of Interest Code (“Code”); and

WHEREAS, the Housing Authority of the County of Alameda (“HACA”) has reviewed its Code and has determined that updates to the Code are necessary to update job classifications and titles in the Code’s List of Designated Employees which identifies the employees who are required to disclose certain economic interests.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Commission of the Housing Authority of the County of Alameda does hereby approve the updates to the agency’s Conflict of Interest Code.

BE IT FURTHER RESOLVED, that the Executive Director shall submit the updated Conflict of Interest Code to the Alameda County Board of Supervisors for final approval.

PASSED, APPROVED, AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this 12th day of March 2025, by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

Laura Broussard Rosen
Executive Director/Housing Commission Secretary

Michael McCorriston
Housing Commission Chairperson

Adopted: March 12, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-4: Personnel Committee Appointment

Exhibits Attached: None

Recommendation: Appoint a Housing Commissioner to the Personnel Committee

BACKGROUND

The Personnel Committee (PC) is one of the Housing Commission’s standing committees. The PC serves as an advisory body to the Housing Commission and is responsible for discussing, reviewing, and providing recommendations on HACA’s personnel matters.

The PC’s bylaws state that the Housing Commission shall appoint no more than 5 Housing Commissioners to serve on the committee. The current members of the PC are: Commissioners Ballew, Finley, Gerry, and Shao. Former Housing Commissioner, Michael Hannon, was also a member.

DISCUSSION

There is a vacancy on the PC as a result of Mr. Hannon’s departure from the Housing Commission. The PC bylaws stipulate that the Housing Commission Chair, with the concurrence of the Housing Commission, shall appoint commissioners to serve on the PC. PC members serve for 4-year terms and committee members may be reappointed. PC members can continue to serve if they remain members of the Housing Commission.

The PC does not hold regular meetings as the committee meets only to consider personnel actions designated within their scope. These PC meetings, when needed, are typically held right before the Housing Commission’s regular meeting but can be scheduled for a different day if coordinated by the committee members and staff.

Staff recommends that the Housing Commission appoint a commissioner to the PC.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-5: Budget/Audit/Negotiations Committee Appointment

Exhibits Attached: None

Recommendation: Appoint a Housing Commissioner to the Budget/Audit/Negotiations Committee

BACKGROUND

The Budget/Audit/Negotiations (BAN) Committee is one of the Housing Commission’s standing committees. The BAN serves as an advisory body to the Housing Commission and is responsible for discussing, reviewing, and providing recommendations to the Housing Commission in matters related to HACA’s operating budget, fiscal year-end financial audits, and employee labor contract negotiations.

The BAN Committee’s bylaws state that the Housing Commission shall appoint no more than 5 Housing Commissioners to serve on the committee. The current members of the BAN Committee are: Commissioners Ballew, Finley, Goldstein, and McCorriston. Former Housing Commissioner, Michael Hannon, was also a member.

DISCUSSION

There is a vacancy on the BAN Committee as a result of Mr. Hannon’s departure from the Housing Commission. The BAN Committee bylaws stipulate that the Housing Commission Chair, with the concurrence of the Housing Commission, shall appoint commissioners to serve on the BAN Committee. BAN Committee members serve for 4-year terms and committee members may be reappointed. BAN Committee members can continue to serve if they remain members of the Housing Commission.

The BAN Committee does not hold regular meetings as the committee meets only to consider matters related to the budget, the fiscal year-end financial audit, and/or employee labor contract negotiations designated within their scope. Due to additional time that may be required to discuss these particular matters, the BAN Committee meetings are usually scheduled on a different day from the regular Housing Commission meetings and are coordinated by staff and committee members.

Staff recommends that the Housing Commission appoint a commissioner to the BAN Committee.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-6: Appoint a Scholarship Committee for the 2025 HACA Scholarships

Exhibits Attached: None

Recommendation: Appoint Committee Members

BACKGROUND

Every year, HACA provides an opportunity for participants of the Family Self-Sufficiency (FSS) Program and for tenants of HACA-managed housing, to apply for a scholarship that can be used to pay eligible expenses related to their education.

DISCUSSION

Staff is preparing the scholarship applications for the 2025 HACA and Don Biddle Memorial scholarships. Applicants are typically given 4 weeks to complete and submit their applications. A scholarship committee, comprised of members of the Housing Commission, will then review the scholarship applications and select applicants to receive scholarship awards.

Once the scholarship committee reviews the applications, staff will coordinate a virtual meeting with the scholarship committee to discuss the applications and the committee's award recommendations. The scholarship committee then presents the award recommendations to the full Housing Commission for final approval.

While participating in the scholarship committee requires a commitment from committee members to review all applications that are submitted, it is both meaningful and inspiring to read about the applicants' accomplishments.

Commissioners Chawla, Gerry, and Goldstein served on last year's committee. There is no limit to the number of times a commissioner may serve on the scholarship committee.

Staff recommends that the Housing Commission appoint members to the 2025 Scholarship Committee.

PROGRAM ACTIVITY
REPORT
March 12, 2025

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Agenda Item No.6-7: Programs Activity Report

Exhibits Attached: Section 8 Contract and Housing Assistance Payments (HAP) Report; Section 8 Average Contract Rent Report; FSS Program Monthly Report

Recommendation: Receive Report

SECTION 8 HOUSING CHOICE VOUCHERS (HCV)

- **Lease-Up:** The below chart provides the number of Section 8 HCV program units under contract. This number includes HACA vouchers and portability clients for which we are being billed by the receiving housing authority but excludes portability clients for which we are billing the initial housing authority.

	3/1/2025	3/1/2024	3/1/2023
	7,129	6,902	6,837

- **HCV Program Utilization:** The below chart provides the average HAP subsidy, average tenant-paid portion, and average contract rent. These amounts include HACA vouchers, but do not include incoming and outgoing portability clients.

	3/1/2025	3/1/2024	3/1/2023
Average HAP Subsidy	\$1,909	\$1,819	\$1,767
Average Tenant-Paid Rent	\$589	\$604	\$602
Average Contract Rent	\$2,498	\$2,424	\$2,369

- ❖ The below chart provides the outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority’s jurisdiction) and incoming portability contracts where HACA billed other housing authorities.

	3/1/2025	3/1/2024	3/1/2023
Outgoing Billed Portability Contracts	73	82	95
Incoming Portability Contracts	95	60	43

- ❖ PACH has 230 project-based voucher (PBV) units. The chart below provides the number of these units that are leased.

3/1/2025	3/1/2024	3/1/2023
219	219	225

- **Section 8 Contract Reports:** Copies of the Contract Reports are attached. The Section 8 Contract and HAP Report includes HACA certificates, HACA vouchers and portability clients for which we are billing the initial housing authority. The Section 8 Average Contract Rent Report includes HACA vouchers and portability clients for which we are billing the initial housing authority.
- **Landlord Rental Listings:** As of March 3, 2025, there were 65 active properties listed.

	2/5/24	3/4/24	4/2/24	4/29/24	6/3/24	7/15/24
Units	67	56	52	64	49	68
	9/3/24	9/30/24	11/4/24	12/2/24	1/28/25	3/3/25
Units	63	92	80	92	84	65

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Contract and HAP Report for the month of February 2025

City	Certificates		Vouchers		FEBRUARY 2025 TOTAL		FEBRUARY 2024	FEBRUARY 2023
	Number	HAP*	Number	HAP**	Number	HAP		
		based on avg		based on avg				
		\$ 2,223		\$ 1,902				
Albany	0	\$0	11	\$20,922	11	\$20,922	10	11
Castro Valley	5	\$11,115	253	\$481,206	258	\$492,321	246	242
Dublin	7	\$15,561	473	\$899,646	480	\$915,207	435	422
Emeryville	0	\$0	186	\$353,772	186	\$353,772	163	169
Fremont	21	\$46,683	1,255	\$2,387,010	1,276	\$2,433,693	1,263	1,269
Hayward	36	\$80,028	1,962	\$3,731,724	1,998	\$3,811,752	1,952	1,928
Newark	5	\$11,115	269	\$511,638	274	\$522,753	288	232
Pleasanton	3	\$6,669	335	\$637,170	338	\$643,839	310	300
San Leandro	16	\$35,568	1,475	\$2,805,450	1,491	\$2,841,018	1,440	1,410
San Lorenzo	1	\$2,223	180	\$342,360	181	\$344,583	174	177
Union City	9	\$20,007	705	\$1,340,910	714	\$1,360,917	700	723
TOTALS	103	228,969	7,104	13,511,808	7,207	13,740,777	6,981	6,883

* Based on an average February Housing Assistance Payment (HAP) of \$2,223 per certificate contract

**Based on an average February Housing Assistance Payment (HAP) of \$1,902 per voucher contract

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Average Contract Rent Report for the Month of FEBRUARY 2025

City	Number of HAP Contracts (HCV Only)	Average Contract Rent	Average HAP Paid by HACA	Average Rent Paid by Family	Average Family-Paid Rent as a Percentage of Average Contract Rent
Albany	11	\$1,806	\$1,483	\$324	18%
Castro Valley	253	\$2,472	\$1,880	\$591	24%
Dublin	473	\$2,618	\$2,031	\$583	22%
Emeryville	186	\$2,074	\$1,554	\$521	25%
Fremont	1,255	\$2,660	\$2,057	\$603	23%
Hayward	1,962	\$2,395	\$1,793	\$601	25%
Newark	269	\$2,663	\$2,096	\$569	21%
Pleasanton	335	\$2,341	\$1,852	\$490	21%
San Leandro	1,475	\$2,394	\$1,814	\$579	24%
San Lorenzo	180	\$2,634	\$1,943	\$690	26%
Union City	705	\$2,688	\$2,072	\$614	23%

*Some rents may vary by \$1 due to rounding

This report includes HACA vouchers and portability clients for which we are billing the initial housing authority.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: March 12, 2025

Subject: Family Self-Sufficiency (FSS) Program Summary

Exhibits Attached: None

Recommendation: Receive Report



FAMILY SELF-SUFFICIENCY (FSS) PROGRAM NEWS

FSS PROGRAM ACTIVITIES

Orientations 2025

The FSS team held two orientation sessions, with twenty-five participants in attendance. Future orientations will be scheduled as space becomes available in the program.

Participant Spotlight

Ms. Ray graduated early from the Family Self-Sufficiency program after completing her goals four months before her graduation date. She was unemployed, receiving cash aid when she joined FSS. Her goal was to work as a phlebotomist. Ms. Ray's career goals changed when she took on caregiving responsibilities for two family members and is now employed by Alameda County Social Services, In Home Supportive Services program. She worked steadily on her goals while also caring for her son as a single parent. She saved \$13,000 exceeding her saving goal. She maintained excellent credit and met her goal of becoming homeownership ready. Ms. Ray faced some unexpected life challenges while in the FSS program but did not let that deter her from accomplishing her goals. Her next goal is to become a first-time homeowner.

New Homeowner

Former FSS graduate Ms. Oliver has achieved her dream of homeownership. The FSS team presented Ms. Oliver in the participant spotlight in the July 2024 report. Her main goal in the program was homeownership readiness. She saved over \$21,000 and increased her credit score to 822, putting herself in an excellent position to become a first-time homeowner. The FSS team is proud of her achievement.

FSS PROGRAM SUMMARY

Program Summary February 2025

Total Clients Under Contract:	188
Graduates:	3
Escrow Disbursed:	\$35,451.10
Ports In:	1
Ports Out:	0
Terminations:	2
New Contracts:	1
Case Management Referrals:	12
Job Referrals:	48

ATTACHMENT A

Agenda Item No.6-1: HACA's 5-Year Public Housing Agency (PHA) Plan for the July 1, 2025 and June 30, 2029 Fiscal Years

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.
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A.1	<p>PHA Name: <u>Housing Authority of the County of Alameda</u> PHA Code: <u>CA067</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2025</u> The Five-Year Period of the Plan (i.e. 2019-2023): <u>2025-2029</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p style="text-align: center;">See Attachment A.1</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p>
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Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B.	Plan Elements. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p style="text-align: center;">See Attachment B.1</p>
B.2	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <p style="text-align: center;">See Attachment B.2</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p style="text-align: center;">See Attachment B.3</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p style="text-align: center;">See Attachment B.4</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p style="text-align: center;">See Attachment C.1</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p style="text-align: center;">See Attachment C.2</p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p style="text-align: center;">This section will be completed in the final version of the plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p> <p style="text-align: center;">This section will be completed in the final version of the plan.</p>

D. Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:
<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>
Not Required

Fair Housing Goal:
<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>
Not Required

Fair Housing Goal:
<u><i>Describe fair housing strategies and actions to achieve the goal</i></u>
Not Required

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR § 903.6(a)(1))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR § 903.6(b)(1))

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR § 903.6(b)(2))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

C.1 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB have comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR § 903.17(b), 24 CFR § 903.19)

C.3 Certification by State or Local Officials.

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

(a) Did the public challenge any elements of the Plan?

(b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

A.1. Availability of Information.

The proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public at its office and on its official website.

HACA's office is located at:

Housing Authority of the County of Alameda (HACA)
22910 Atherton St
Hayward, CA 94541-6633

HACA's website address is:

www.haca.net

The public may reasonably obtain additional information on the HACA's policies contained in the standard Annual Plan, but excluded from HACA's streamlined submissions, by sending their request to hacai@haca.net.

B.1. Mission.

Through the delivery of housing assistance and other related services, our mission is to enable our clients to become self-sufficient and economically independent.

For elderly and disabled persons, economic independence and self-sufficiency means the ability to live independently within their economic resources.

For able-bodied family members, economic independence and self-sufficiency means short term reliance on housing assistance; participation in education, training or job development activities designed to lead self-sufficiency in return for the housing assistance; and personal responsibility for the economic consequences of the family's decisions.

B.2. Goals and Objectives

Below describes HACA's quantifiable goals and objectives that will enable it to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

Goal 1. Maintain, improve, and implement HACA policy that supports affordable housing and fair housing.

- a) Continue to comply with fair housing laws and policies.
- b) Continue to progress to meet HACA's regional fair housing goals under Alameda County's Regional Analysis of Impediments to Fair Housing Choice (AI).

Goal 2. Expand the supply of assisted housing.

- a) Continue to explore opportunities that expand the supply of assisted housing to low-income families through the commitment and issuance of project-based vouchers, as funding is available, and by applying for additional HUD program funding.

Goal 3. Increase operational efficiency and effectiveness.

- a) Continue to evaluate and update policies and procedures to ensure compliance, consistency, and efficiency in operations.
- b) Continue to utilize HUD's Two-Year Tool regularly to ensure effective utilization of its vouchers and program funds.
- c) Continue to evaluate and adjust operations to improve the delivery of services to our constituents and to prepare for future growth.

Goal 4. Preserve and rehabilitate HACA's/PACH's existing affordable housing stock.

- a) Continue to assess preservation and rehabilitation needs of HACA's existing affordable housing stock and rehabilitate its units as they become vacant and as funding allows.

Goal 5. Assist as many qualified families as possible within available staff and financial resources.

- a) Continue to voluntarily administer the FSS program and the Home Ownership Program.
- b) Achieve and maintain over 95% utilization of either HACA's HCV Annual Contributions Contract (ACC) units or HCV funding.

Goal 6. Enhance business continuity capabilities in order to ensure that HACA's operations and core business functions are sustainable and efficient.

- a) Continue to evaluate and adjust operations with continuity and succession planning in mind.
- b) Continue to update and maintain HACA's cloud/remote infrastructure and seek opportunities to improve its systems.

B.3. Progress Report

Below states the progress HACA has made in meeting its goals and objectives described in the previous 5-Year Plan, FY 2020-2024.

Goal 1. Maintain, improve, and implement HACA policy that supports affordable housing and fair housing.

- a) Ongoing compliance with fair housing laws and policies. HACA continues to make fair housing materials available to program participants through website postings. HACA also continues to provide yearly fair housing training for its staff.
- b) HACA continues its progress to meet its regional fair housing goals under Alameda County's *Regional Analysis of Impediments to Fair Housing Choice (2020-2024)*.

- a. Regional Goal 1: Promote fair housing enforcement and outreach.

HACA continues to make fair housing materials available to program applicants and participants through program participation materials and its website on fair housing law and reasonable accommodations. HACA also continues to provide yearly fair housing training for its staff and refers applicants, participants, and the general public to agencies that provide fair housing services on an as-needed basis.

- b. Regional Goal 2: Maintain, improve, and implement local policy that supports affordable housing and fair housing.

HACA continues to incorporate regional goals, including HACA's achievements towards these goals, into its 5-year PHA Plan.

HACA continues to work with the other housing authorities in the Oakland-Fremont HUD FMR area to evaluate the need to conduct a fair market rent study when new annual FMRs are issued and commission a study if such a study is needed. No study was needed during the period.

- c. Regional Goal 3: Promote and implement new fair housing laws that protect recipients of rental subsidies from discrimination by landlords.

HACA continues to raise awareness among landlords and program participants about source of income discrimination through participation in landlord outreach events, maintaining information and links on its website, and its self-service landlord portal.

- d. Regional Goal 4: Preserve and rehabilitate existing affordable housing stock.

HACA rehabilitated 13 units prior to suspending its rehabilitation project in an effort to house additional families due to the pandemic. HACA has continued to rehabilitate these units as they become vacant and as funding allows.

- e. Regional Goal 5: Increase the number of affordable housing units.

See Goal 2.a) below for information on project-based vouchers (PBV) awarded.

- f. Regional Goal 6: Increase homeownership among low- and moderate-income families.

HACA continues to provide Family Self-Sufficiency (FSS) program participants with two financial literacy classes and homebuyer education classes per year. HACA operates the homeownership option of the Housing Choice Voucher program.

- g. Regional Goal 7: Maintain and expand supportive services for lower-income households.

HACA continues to provide at least 50 FSS program participants with job training referrals and career networking.

HACA continues to operate all programs designed for unhoused families in its jurisdiction. In addition, HACA expanded resources for homeless families by implementing an Emergency Housing Voucher program and received additional vouchers that serve unhoused families.

- h. Regional Goal 8: Maintain and expand awareness of affordable housing opportunities and services through marketing efforts.

HACA continues to advertise available rental units through its website and affordablehousing.com (formerly GoSection8) for HCV program participants. HACA also provides links to other affordable housing resources on its website.

HACA continues to provide program materials in multiple languages upon request. HACA has Spanish, Chinese, Vietnamese, Farsi and Dari speakers on staff and contracts with Language Line for other languages and for backup services. HACA provides large-print materials and accessible format materials upon request.

- i. Regional Goal 9: Continue to find ways to finance affordable housing, community development, and economic development activities.

See Goal 2.a) below for information on project-based vouchers (PBV) awarded.

Goal 2. Expand the supply of assisted housing.

- a) HACA continues to explore opportunities that expand the supply of assisted housing to low-income families through the commitment and issuance of project-based vouchers as funding allows and by applying for additional HUD program funding.

In FY 2020-2021, HACA was awarded 206 Mainstream program vouchers for the non-elderly disabled who are homeless, at risk of homelessness, at risk of institutionalization or coming out of an institution, 70 VASH vouchers for homeless veterans, and 5 Foster Youth to Independence program vouchers.

In FY 2020-2021, HACA awarded 25 PBVs serving VASH and Mainstream families in Castro Valley.

In FY 2021-2022, HACA was awarded 252 Emergency Housing Voucher program vouchers for homeless, at risk of experiencing homelessness, fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or recently homeless or having high risk of housing instability.

In FY 2021-2022, HACA awarded 133 project-based vouchers (PBV) as follows: 5 PBVs in a project serving homeless families in Albany, 48 PBVs serving the elderly in Hayward, 60 PBVs serving homeless families in Newark, and 20 PBVs serving the elderly in Newark that are currently leased, in process of leasing up, or under construction. HACA also awarded 14 PBVs serving homeless families in unincorporated Cherryland; however, the application was later withdrawn.

In FY 2022-2023, HACA was awarded 36 “fair share” vouchers under the Consolidated Appropriations Act 2022 (P.L. 117-103), 20 VASH vouchers for homeless veterans, and 42 enhanced vouchers for a project in Hayward that opted out of its use agreement with HUD-Multi-Family.

In FY 2023-2024, HACA was awarded 24 “fair share” vouchers under the Consolidated Appropriations Act 2023 (P.L. 117-328), 25 VASH vouchers for homeless veterans, and 1 Foster Youth to Independence program voucher.

In FY 2024-2025, HACA was awarded 18 Foster Youth to Independence program vouchers and 6 Rental Assistance Demonstration-Component 2 (RAD) program vouchers for a project in Emeryville that opted out of the Moderate Rehabilitation program.

Goal 3. Increase operational efficiency and effectiveness.

- a) HACA continues to evaluate and update its policies and procedures to ensure compliance, consistency, and efficiency in operations.
- b) HACA continues to utilize HUD's Two-Year Tool regularly to ensure effective utilization of its vouchers and program funds
- c) HACA continues to evaluate and adjust operations to improve the delivery of services to our constituents and to prepare for future growth.

Goal 4. Preserve and rehabilitate HACA's/PACH's existing affordable housing stock (Regional Goal 4).

- a) HACA continues to assess preservation and rehabilitation needs of its existing affordable housing stock and rehabilitates its units as they become vacant and as funding allows.

Goal 5. Validate the cost-effectiveness of the HACA Family Self-Sufficiency (FSS) Program.

- a) As of FY 2020-2021, HACA has completed its participation in HUD's national assessment undertaken by MDRC, HUD's contracted consultant. MDRC continues to work with the participant families directly.

Goal 6. Assist as many qualified families as possible within available staff and financial resources.

- a) HACA continues to voluntarily administer its FSS program and its Home Ownership program.
- b) HACA currently maintains at least 95% utilization of its HCV funding.

Goal 7. Enhance business continuity capabilities in order to ensure that HACA's operations and core business functions are not severely impacted in the event of an emergency or disaster.

- a) HACA continues to evaluate and adjust operations with continuity and succession planning in mind.
- b) HACA continues to update and maintain its cloud/remote infrastructure and will seek opportunities to improve its systems.

B.4 Violence Against Women Act (VAWA) Goals

Violence Against Women Act (VAWA) Goals

In order to better serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking, HACA has established the following goals and policies:

Goal: Support the right of program participants to enjoy the benefits of the assistance programs administered by HACA free of domestic violence, dating violence, sexual assault, stalking, or human trafficking.

Policies: Fully implemented all relevant provisions of the Violence Against Women Act in Chapter 16 of HACA's Administrative Plan.

C.1. Significant Amendment or Modification.

While there has been no change to HACA's definition, HACA is re-stating its definition in this plan. HACA defines a "Significant Amendment/Modification" to its 5-Year and Annual Plan as a change:

- a) To HACA's criteria for eligibility for admission; or
- b) Any change with regard to homeownership programs.

C.2 Resident Advisory Board (RAB) Comments

**Housing Authority of the County of Alameda (HACA)
Resident Advisory Board (RAB) Meeting
January 25, 2025, February 1, 2025, and February 6, 2025
HACA 5-Year Plan for Fiscal Year 2025 – 2029 and Annual Plan for Fiscal Year 2025-2026**

Summary

Resident Advisory Board Members Present:	Date Present:
Maya Nelson	January 25, 2025
Ilahna Johnson-Aziz	February 1, 2025
Tammie Perry	February 6, 2025
Paris Davis	February 6, 2025
Staff Present:	
Jennifer Cado, Senior Administrative Analyst	All Dates

The RAB met by video/telephone conference call on Saturday January 25, 2025, Saturday February 1, 2025, and Thursday February 6, 2025. Jennifer Cado described the requirements for the Annual Plan (Plan) and the process that HACA follows in developing the Plan, namely:

- staff development of the Plan;
- review of the Plan with the RAB for information and comments;
- submission of the Plan to the HACA Housing Commission at its March meeting along with a description of any challenges to any elements of the Plan from the RAB and staff responses to the challenges;
- conduct of a public hearing by the Housing Commission to accept comments about the Plan;
- approval of the Plan by the HACA Housing Commission; and
- submission of the Plan approved by the Housing Commission to HUD.

RAB members were emailed the draft Plan prior to the meetings. All emails were delivered to their intended recipients. RAB members were also offered additional meeting times if the meeting times were inconvenient. RAB members received reminder emails and reminder calls leading up to the meetings.

Annual PHA Plan Review

Ms. Cado explained that this year's Plan largely describes new activities and funding received throughout the year, and HACA's progress in meeting its goals since the last 5-Year Plan submission. Ms. Cado presented the Plan in its entirety, including:

- Section A.1. Availability of Information
- Section B.1. Revisions of PHA Plan Elements

- Section B.3. Progress Report

5-Year PHA Plan Review

Ms. Cado explained that this 5-Year Plan largely describes new activities, funding received over the period of the previous 5-Year Plan, updates to HACA's Project-Based Voucher Program accomplishments, and HACA's progress in meeting its goals since the last 5-Year Plan submission. It also sets new goals for the period of July 1, 2025 – June 30, 2029. Ms. Cado presented the Plan in its entirety, including:

- Section B.1. Mission
- Section B.2. Goals and Objectives for the period of July 1, 2025 – June 30, 2029
- Section B.3. Progress Report
- Section B.4. Violence Against Women Act (VAWA) Goals

RAB Questions and Comments

Ms. Cado asked if RAB members had any questions and requested input regarding the Plans from the RAB members present. Maya Nelson stated that both Plans were clearly laid out and demonstrated that HACA's goals have moved forward from the previous periods.

Ilahna Johnson-Aziz stated that the Plans were very informative and that they like that HACA operates additional programs like the Homeownership, Mainstream, and Project-Based Voucher programs. They also like the fair housing element of the Plans and understand why HACA has the goals it has set.

Ilahna Johnson-Aziz stated that the Homeownership program should allow participants to purchase a duplex or four-plex so that they could make money from the additional units in order to become more self-sufficient. Ms. Cado explained that HUD regulations at 24 CFR 982.628 state that in order for a unit to be eligible for the homeownership program, the unit must be a one-unit property or a single dwelling unit in a cooperative or condominium.

Ilahna Johnson-Aziz said it would be nice if HUD offered a grant program for low-income landlords to help with repairs to their assisted units. Ms. Cado explained that there are some programs already in place through other agencies and utility companies for this purpose.

Ilahna Johnson-Aziz stated that all County agencies, including HACA, should create participant internships within their programs so that participants can learn more about the programs they are participating in.

Paris Davis liked that HACA adopted Analysis of Impediments Goal 1, Actions 1B and 1C, and Goal 2, Action 2B to work to provide interested persons with more resources about fair housing and to connect participants at risk of eviction or displacement with services to stabilize housing.

Paris Davis asked what happens when a participant family experiences zero income after previously having had income. Ms. Cado explained that participants can request an interim reexamination and that HACA will decrease the tenant's portion of rent, if the decrease of income verified and meets the requirements for an interim decrease in rent portion.

Paris Davis stated that HACA staff should provide referrals for rental assistance during the period participants are waiting for an interim decrease to be processed.

Tammie Perry asked why HACA conducts annual reexaminations of income when other housing authorities conduct them every two years or every three years. Ms. Cado explained that housing authorities may adopt different schedules and that HACA has chosen to conduct reexaminations annually because there are still annual requirements that require HACA to contact the family annually.

Tammie Perry requested contact information for the Hayward Housing Authority because she received correspondence from them and asked if HACA was affiliated with the Hayward Housing Authority. Ms. Cado explained that the correspondence they received was actually from the City of Hayward and that each agency operates different programs. Ms. Cado emailed them a link to a contact page and information regarding the City of Hayward ordinance that was mentioned in the correspondence.

Tammie Perry requested information about HACA's Homeownership program. Ms. Cado emailed them the contact information of the HACA staff person who could provide that information.

At the close of the meetings, Ms. Cado thanked the participants for their continued participation in HACA's RAB and offered to accept additional comments, recommendations and questions about the Plans through the end of the comment period via email, phone or an additional meeting. Ms. Cado sent a follow-up email to the participants again thanking them for their participation in HACA's RAB. No elements of the Plans were challenged either during the meetings or by telephone or email.

Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 09/30/2027
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Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan

I, Michelle Starratt, the Hsgng & Comm Dev Director certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the CA067 - Housing Authority of the County of Alameda is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the County of Alameda pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

Provides housing for low-income residents

I hereby certify that all the information stated herein, as well as any information provided in the accompanying exhibits, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1014, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official: Michelle Starratt	Title: Hsgng & Comm Dev Director
Signature:	Date:

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lead itself to confidentiality. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Form Identification: CA067-Housing Authority of the County of Alameda form HUD-50077-SL (Form ID - 3312) printed by Jennifer Cado in HUD Secure Systems/Public Housing Portal at 03/05/2025 03:25PM EST

ATTACHMENT B

Agenda Item No.6-1: HACA's Annual Plan for the July 1, 2025-June 30, 2026 Fiscal Year

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p>PHA Name: _____ PHA Code: _____</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) _____</p> <p>PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 25%;">Program(s) not in the Consortia</th> <th style="width: 15%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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Lead HA:																																				

B.	Plan Elements.
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	New Activities. – Not Applicable
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in its 5-Year PHA Plan.</p>
B.4	Capital Improvements. – Not Applicable
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

Instructions for Preparation of Form HUD-50075-HCV

Annual PHA Plan for HCV-Only PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Plan Elements. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR 5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR § 903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(2\)\(i\)](#)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)](#)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan.

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

- B.2 New Activities.** This section refers to new capital activities which is not applicable for HCV-Only PHAs.
- B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.4 Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 6.02 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

A.1. Availability of Information.

The proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public at its office and on its official website.

HACA's office is located at:

Housing Authority of the County of Alameda (HACA)
22910 Atherton St
Hayward, CA 94541-6633

HACA's website address is:

www.haca.net

The public may reasonably obtain additional information on the HACA's policies contained in the standard Annual Plan, but excluded from HACA's streamlined submissions, by sending their request to hacai@haca.net.

Attachment B.1

Revision of PHA Plan Elements

1) **Financial Resources**

HACA continues to explore opportunities that expand the supply of assisted housing to low-income families through the commitment and issuance of project-based vouchers as funding allows and by applying for additional HUD program funding.

HACA received the following funding:

Program	Date Notified	Effective Date	Amount
Foster Youth to Independence (FYI)	7/26/2024	7/1/2024	\$22,449
Foster Youth to Independence (FYI)	9/12/2024	8/1/2024	\$9,354
Foster Youth to Independence (FYI)	9/12/2024	9/1/2024	\$18,643
Foster Youth to Independence (FYI)	9/24/2024	9/1/2024	\$21,476
Foster Youth to Independence (FYI)	9/24/2024	9/1/2024	\$107,381
Foster Youth to Independence (FYI)	12/11/2024	11/1/2024	\$21,473
Rental Assistance Demonstration (RAD-R2)	9/4/2024	12/1/2024	\$128,857

2) **Significant Amendment/Modification**

While there has been no change to HACA's definition, HACA is re-stating its definition in this plan. HACA defines a "Significant Amendment/Modification" to its 5-Year and Annual Plan as a change:

- a) to HACA's criteria for eligibility for admission; or
- b) any change with regard to homeownership programs.

B.3. Progress Report

Below states the progress HACA has made in meeting its goals and objectives described in the previous 5-Year Plan, FY 2020-2024.

Goal 1. Maintain, improve, and implement HACA policy that supports affordable housing and fair housing.

- a) Ongoing compliance with fair housing laws and policies. HACA continues to make fair housing materials available to program participants through website postings. HACA also continues to provide yearly fair housing training for its staff.
- b) HACA continues its progress to meet its regional fair housing goals under Alameda County's *Regional Analysis of Impediments to Fair Housing Choice (2020-2024)*.

Goal 2. Expand the supply of assisted housing.

- a) HACA continues to explore opportunities that expand the supply of assisted housing to low-income families through the commitment and issuance of project-based vouchers as funding allows and by applying for additional HUD program funding.

In FY 2024-2025, HACA was awarded 18 Foster Youth to Independence program vouchers and 6 Rental Assistance Demonstration-Component 2 (RAD) program vouchers for a project in Emeryville that opted out of the Moderate Rehabilitation program.

Goal 3. Increase operational efficiency and effectiveness.

- a) HACA continues to evaluate and update its policies and procedures to ensure compliance, consistency, and efficiency in operations.
- b) HACA continues to utilize HUD's Two-Year Tool regularly to ensure effective utilization of its vouchers and program funds
- c) HACA continues to evaluate and adjust operations to improve the delivery of services to our constituents and to prepare for future growth.

Goal 4. Preserve and rehabilitate HACA's/PACH's existing affordable housing stock (Regional Goal 4).

- a) HACA continues to assess preservation and rehabilitation needs of its existing affordable housing stock and rehabilitates its units as they become vacant and as funding allows.

Goal 5. Validate the cost-effectiveness of the HACA Family Self-Sufficiency (FSS) Program.

- a) As of FY 2020-2021, HACA has completed its participation in HUD's national assessment undertaken by MDRC, HUD's contracted consultant. MDRC continues to work with the participant families directly.

Goal 6. Assist as many qualified families as possible within available staff and financial resources.

- a) HACA continues to voluntarily administer its FSS program and its Home Ownership program.
- b) HACA currently maintains at least 95% utilization of its HCV funding.

Goal 7. Enhance business continuity capabilities in order to ensure that HACA's operations and core business functions are not severely impacted in the event of an emergency or disaster.

- a) HACA continues to evaluate and adjust operations with continuity and succession planning in mind.
- b) HACA continues to update and maintain its cloud/remote infrastructure and will seek opportunities to improve its systems.

C.1. Resident Advisory Board Comments

**Housing Authority of the County of Alameda (HACA)
Resident Advisory Board (RAB) Meeting
January 25, 2025, February 1, 2025, and February 6, 2025
HACA 5-Year Plan for Fiscal Year 2025 – 2029 and Annual Plan for Fiscal Year 2025-2026**

Summary

Resident Advisory Board Members Present:	Date Present:
Maya Nelson	January 25, 2025
Ilahna Johnson-Aziz	February 1, 2025
Tammie Perry	February 6, 2025
Paris Davis	February 6, 2025
Staff Present:	
Jennifer Cado, Senior Administrative Analyst	All Dates

The RAB met by video/telephone conference call on Saturday January 25, 2025, Saturday February 1, 2025, and Thursday February 6, 2025. Jennifer Cado described the requirements for the Annual Plan (Plan) and the process that HACA follows in developing the Plan, namely:

- staff development of the Plan;
- review of the Plan with the RAB for information and comments;
- submission of the Plan to the HACA Housing Commission at its March meeting along with a description of any challenges to any elements of the Plan from the RAB and staff responses to the challenges;
- conduct of a public hearing by the Housing Commission to accept comments about the Plan;
- approval of the Plan by the HACA Housing Commission; and
- submission of the Plan approved by the Housing Commission to HUD.

RAB members were emailed the draft Plan prior to the meetings. All emails were delivered to their intended recipients. RAB members were also offered additional meeting times if the meeting times were inconvenient. RAB members received reminder emails and reminder calls leading up to the meetings.

Annual PHA Plan Review

Ms. Cado explained that this year’s Plan largely describes new activities and funding received throughout the year, and HACA’s progress in meeting its goals since the last 5-Year Plan submission. Ms. Cado presented the Plan in its entirety, including:

- Section A.1. Availability of Information
- Section B.1. Revisions of PHA Plan Elements
- Section B.3. Progress Report

5-Year PHA Plan Review

Ms. Cado explained that this 5-Year Plan largely describes new activities, funding received over the period of the previous 5-Year Plan, updates to HACA's Project-Based Voucher Program accomplishments, and HACA's progress in meeting its goals since the last 5-Year Plan submission. It also sets new goals for the period of July 1, 2025 – June 30, 2029. Ms. Cado presented the Plan in its entirety, including:

- Section B.1. Mission
- Section B.2. Goals and Objectives for the period of July 1, 2025 – June 30, 2029
- Section B.3. Progress Report
- Section B.4. Violence Against Women Act (VAWA) Goals

RAB Questions and Comments

Ms. Cado asked if RAB members had any questions and requested input regarding the Plans from the RAB members present. Maya Nelson stated that both Plans were clearly laid out and demonstrated that HACA's goals have moved forward from the previous periods.

Ilahna Johnson-Aziz stated that the Plans were very informative and that they like that HACA operates additional programs like the Homeownership, Mainstream, and Project-Based Voucher programs. They also like the fair housing element of the Plans and understand why HACA has the goals it has set.

Ilahna Johnson-Aziz stated that the Homeownership program should allow participants to purchase a duplex or four-plex so that they could make money from the additional units in order to become more self-sufficient. Ms. Cado explained that HUD regulations at 24 CFR 982.628 state that in order for a unit to be eligible for the homeownership program, the unit must be a one-unit property or a single dwelling unit in a cooperative or condominium.

Ilahna Johnson-Aziz said it would be nice if HUD offered a grant program for low-income landlords to help with repairs to their assisted units. Ms. Cado explained that there are some programs already in place through other agencies and utility companies for this purpose.

Ilahna Johnson-Aziz stated that all County agencies, including HACA, should create participant internships within their programs so that participants can learn more about the programs they are participating in.

Paris Davis liked that HACA adopted Analysis of Impediments Goal 1, Actions 1B and 1C, and Goal 2, Action 2B to work to provide interested persons with more resources about fair housing and to connect participants at risk of eviction or displacement with services to stabilize housing.

Paris Davis asked what happens when a participant family experiences zero income after previously having had income. Ms. Cado explained that participants can request an interim reexamination and that HACA will decrease the tenant's portion of rent, if the decrease of income verified and meets the requirements for an interim decrease in rent portion.

Paris Davis stated that HACA staff should provide referrals for rental assistance during the period participants are waiting for an interim decrease to be processed.

Tammie Perry asked why HACA conducts annual reexaminations of income when other housing authorities conduct them every two years or every three years. Ms. Cado explained that housing authorities may adopt different schedules and that HACA has chosen to conduct reexaminations annually because there are still annual requirements that require HACA to contact the family annually.

Tammie Perry requested contact information for the Hayward Housing Authority because she received correspondence from them and asked if HACA was affiliated with the Hayward Housing Authority. Ms. Cado explained that the correspondence they received was actually from the City of Hayward and that each agency operates different programs. Ms. Cado emailed them a link to a contact page and information regarding the City of Hayward ordinance that was mentioned in the correspondence.

Tammie Perry requested information about HACA's Homeownership program. Ms. Cado emailed them the contact information of the HACA staff person who could provide that information.

At the close of the meetings, Ms. Cado thanked the participants for their continued participation in HACA's RAB and offered to accept additional comments, recommendations and questions about the Plans through the end of the comment period via email, phone or an additional meeting. Ms. Cado sent a follow-up email to the participants again thanking them for their participation in HACA's RAB. No elements of the Plans were challenged either during the meetings or by telephone or email.

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

**U.S. Department of Housing and Urban
Development**
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 09/30/2027

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Michelle Starratt, the Hsg & Comm Dev Director certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the CA067 - Housing Authority of the County of Alameda is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the County of Alameda pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

Provides housing for low-income residents

I hereby certify that all the information stated herein, as well as any information provided in the accompanying documents, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1014, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official:	Michelle Starratt	Title:	Hsg & Comm Dev Director
Signature:		Date:	

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Form Identification: CA067-Housing Authority of the County of Alameda form HUD-50077-SL (Form ID - 3312) printed by Jennifer Cado in HUD Secure Systems/Public Housing Portal at 03/05/2025 03:34PM EST

**Certification of Compliance with PHA Plan
and Related Regulations
(Standard, Troubled, HCV-Only, and High
Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 09/30/2027

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 3-Year and/or Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 07/2023, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair

housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

8. For PHA Plans that include a policy for site-based waiting lists:

- The PHA regularly submits required data to HUD's 50058 PIC/TMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);
- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
- Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
- The PHA shall take reasonable measures to ensure that such a waiting list is consistent with affirmatively furthering fair housing; and
- The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).

9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.

- 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
- 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
- 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the County of Alameda

CA067

PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2025

5-Year PHA Plan for Fiscal Years 20__ - 20__

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director	MS Laura Brossard Rosen	Name Board Chairman	Michael McCorriston
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lead itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Form Identification: CA067-Housing Authority of the County of Alameda form HUD-50077-ST-HCV-HP (Form ID - 928) for CY 2025 printed by Jennifer Cado in HUD Secure Systems/Public Housing Portal at 03/05/2025 03:37PM EST